

Minutes of the formal Trustee Board meeting held Friday 15 January 2021

Officer Trustees present:	Oliver Robinson SU President Chair of Board [He/Him] Bethan Morgan VP Education [She/Her] Shannon McCaul VP Societies & Media-elect [She/Her] Atree Ghosh VP Union Development-elect [He/Him] Amy Merchant VP Welfare & Community-elect [He/Him] Paul McCarthy VP Sport-elect [He/Him]
External Trustees present	Graeme Osborn Vice Chair of Board [He/Him] Amanda Chetwynd [She/Her]
Student Trustees present	Sam Maesschalck [He/Him] Eloise Frost [She/Her] Callum Slater [He/Him]
In Attendance:	Misbah Ashraf Incoming Chief Executive [She/Her] Jane Morgan Jones Financial Controller & Company Secretary [She/Her] Alan Roberts Interim Chief Executive [He/Him]

The meeting was held via Microsoft Teams due to Covid-19 restrictions and Board acknowledged it would be recorded for minutes purposes. The Executive Administrator transcribed the minutes from the recording. The Chair welcomed members to the meeting with introductions following.

Opening Business

Declaration of Interests | No declarations of interests.

Apologies received from external trustee.

Minutes of previous meetings | Minutes of meeting held 8 October 2020 and the emergency meeting of 30 July 2020 circulated with the agenda. Digital approval to be obtained once minutes amended. Board acknowledged the date of the last published minutes on the website.

Matters / Actions arising from the minutes

Actions from minutes of 8 October highlighted and dealt with.

Actions from minutes of emergency meeting of 30 July 2020 | actions outlined were complete.

Matters for Discussion requiring Formal Approval / Consent

Board acknowledged that items had been discussed and approved digitally.

Matters for Discussion

Chair's Report | considered Board to be broadly abreast of his activities having attended University management meetings, a rents rebates meeting with the VC, accompanied by the VP UD, the continuing rent strike, the Governance & Democracy review and the additional support by central comms re political aspects, the present difficult position with the University regarding calls for safety nets during the current circumstances, that the petition initiated by an SU Rep was on track to be one of the most ever signed | the notable political engagement | the need to maintain momentum.

Chief Executive's Report | pre-circulated document taken as read and the additional points made. The bid submitted by Counterculture to undertake the first draft of the [new] Articles of Association was accepted.

Management Accounts to 30 November 2021 | papers taken as read with Board's acknowledgment of the affairs of the Sugar House, Retail, Housing, Commercial Marketing, JCR activities, the Charity, the projected outturn timetable and projections for year end. Board noted the management accounts for November 2020. The Chair of Board further recognised the current financial position of the organisation.

Financial Situation and Recovery Planning | item discussed.

LUSU Housing | Board acknowledged the leasing position, the office move to the SU building and the work taking place on the IT infrastructure.

Matters for Information

Trustee Board Register of attendance | attached and noted.

Decisions approved electronically since previous meeting | noted.

Approved Minutes to Note | Executive Committee meetings held 13 October / 27 October / 13 November | Finance & Risk Sub-Committee meeting held 25 September 2020 | Governance Sub-Group meeting held 15 September 2020.

Health & Safety / Wellbeing Group minutes of meeting held 3 March 2020. Board acknowledged that the minutes remained unapproved at this point.

Safeguarding Update | no activity since previous update.

External Speakers Update | nil activity since previous update.

Complaints and Feedback | report submitted noted with no questions raised.

Additional and Future Business

Forward Schedule of Business | noted.

Date and Time of Next Meeting | March meeting date noted.

Any Other Business | Board acknowledged the Selection Committee's offer to Misbah Ashraf in the role of the Chief Executive | thanks passed to the VP Education for services to the organisation the interim Chief Executive for the commitment and work undertaken | the valid contributions of the retiring student trustees | the Chair's appreciation to the Financial Controller for the work undertaken on financial reports.